

Department Of Correction

Official Title: **Student Intern**

Position Type: **Internship**

INTERNSHIP INFORMATION

Salary: **Unpaid**

Number of Vacancies: **2**

Application Deadline:
April 1 2010

Location: **Massachusetts
Treatment Center, Bridgewater,
MA**

Internship Track: **Offender Case
Management**

Hours/Schedule: **Flexible**

Duration: **Flexible**

Position Description: **Under the supervision of a Correction Program Officer, perform casework duties attending to the needs of the population. Aid in the formulation of re-entry plans for releasing inmate/residents.**

Responsibilities/Major Duties: **The intern will be responsible for contacting community agencies in an attempt to develop viable re-entry plans. In addition the interns under supervision of a Correction Program Officer will interview inmates for COMPAS Risk assessment and classification boards. The interns will also be responsible for processing requests such as permission to spend funds. The intern also would be responsible for maintaining inmate records under the supervision of the Records Manager**

Preferred Qualifications: **Applicant should be able to relate well with others. Must have good communication and writing skills**

How to apply:**Mail Internship Application to:**

Alexandra McInnis, Director of Personnel
Division of Human Resources
P.O. Box 946
Norfolk, MA 02056
Fax: (508) 850-5217

For additional information or questions, please contact:

Jim O'Gara at (508)850-7874 or email at JMOgara@doc.state.ma.us
James Callahan at (508) 850-7783 or email at JPCallahan@doc.state.ma.us

Agency Web Address: <http://www.mass.gov/doc/>

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Women, minorities, veterans, and people with disabilities are strongly encouraged to apply.**